

# Theme Lead Meeting Notes

May 3, 2018

1-3 ET

## Attendees

### FGDC Staff

Name	Agency	Role(s)		Name	Agency	Role(s)	
Lorna Schmid	USGS	FGDC OS	✓	James Irvine	USGS	FGDC OS-CS	✓
John Mahoney	USGS	FGDC OS	✓	Robin Hoban	USGS	FGDC OS-CS	✓

### Theme Leads

Theme	Name	Agency	Role(s)	Addition or Proxy	
Address	Lynda Liptrap	Census Bureau	TL		✓
Address	Steve Lewis	DOT	TL		
Biodiversity and Ecosystems	Marcia McNiff	USGS	TL		✓
Cadastre	Janet Wilkins	BLM	TL		✓
Climate and Weather	Kari Sheets	NOAA	TL		
Cultural Resources	Deidre McCarthy	NPS	TL		✓
Elevation	Ashley Chappell	NOAA	TL		✓
Elevation	Diane Eldridge	USGS	TL		✓
Geodetic Control	Daniel Roman	NOAA	TL		
Geology	Paul Godfriaux	BOEM	TL		✓
Geology	Dave Soller	USGS	TL/DSM		
Governmental Units	Dierdre Bevington-Attardi	Census Bureau	TL		✓
Imagery	John Cullen	USGS	TL		
Imagery	Shirley Hall	USDA	TL		
Land Use - Land Cover	Greg Reams	USFS	TL	John Hutchinson	✓
Land Use - Land Cover	[Co-Lead TBD]	USGS	TL		
Real Property	Aluanda Drain	GSA	TL		✓
Soils	Drew Kinney	USDA	TL		
Transportation	Raquel Wright	DOT	TL/DSM		✓
Utilities - Offshore	Jeff Harris	BSEE	TL/DSM		
Utilities - Terrestrial	TBD				
Water - Inland	Megan Lang	FWS	TL		
Water - Inland	Rebecca Anderson	USGS	TL/DSM		✓
Water - Oceans and Coasts	Patrick Keown	NOAA	TL	Tyler Christensen	✓

## Agenda Topics

### Welcome and Introductions

- ❖ Reminder: NGDA Presentation to FGDC Chairman
- ❖ Action Item Review
- ❖ 2017 Theme Report Status
- ❖ NGDA Theme Communities – Next Steps
- ❖ COGO Report Card
- ❖ 2018 NGDA Web Services and Metadata Project
  - ❖ NGDA metadata record findings
  - ❖ Proposed Changes to NGDAs
- ❖ NGDA Portfolio Reporting Timeline
- ❖ Open Discussion

### Action Items

In Progress Actions	Responsible Party(ies)	Description	Action or Result
<b>Theme Implementation Plan (TIP) Submission</b>	Theme Leads	Theme Leads to submit Theme Implementation Plans by 10/31/17 including 2017 Progress Summary Table.	<b>Past Due:</b> Any Themes that still need to submit a plan should coordinate with Lorna Schmid ( <a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a> ) with questions or an estimated submission date.
<b>Theme Summary Report (TSR)</b>	Theme Leads	Theme Leads to submit review of NGDA Theme Summary Report by 01/12/18 including summary status table of 2017 goals and objectives.	<b>Past Due:</b> Any Themes that still need to submit review should coordinate with Lorna Schmid ( <a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a> ) with questions or estimated submission date. FGDC will seek LMA Reports approval, including the TSR, from CG and Steering Committee in May.
<b>GeoPlatform.gov NGDA Theme Communities Review Process – Functional Requirements and Use Cases</b>	Theme Leads, GeoPlatform Team, NGDA Team	<p>Theme Leads to review and provide feedback on the new GeoPlatform WordPress NGDA Communities.</p> <p>NGDA Team is seeking Theme Community volunteers to help review new WordPress Community sites for current collaboration functionality and make recommendations for additional tools, best practices, and requirements Use Cases.</p>	<b>Actions:</b> <ul style="list-style-type: none"> <li>• Lorna will share the Draft Use Case Document with Theme Leads</li> <li>• Send any volunteer names, feedback, or Use Case suggestions to <a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a>.</li> </ul>

<b>GeoPlatform.gov NGDA Theme Communities Review Process (continued) –  Individual Theme Community Pages and Posted Reports Review</b>	Theme Leads, GeoPlatform Team, NGDA Team	Review general Theme content and posted reports (final TSP, TIP, and TSR) on your respective Theme Community page.	<b>Action:</b> <ul style="list-style-type: none"> <li>Review migrated Theme Community pages and check that the Theme descriptions and uploaded reports are correct. Send any comments/changes to <a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a>.</li> <li>TL may also send any urgent requests for content updates to <a href="mailto:servicedesk@geoplatform.gov">servicedesk@geoplatform.gov</a>.</li> </ul>
<b>NGDA Metadata</b>	Theme Leads, Dataset Managers, NGDA Team	Dataset Managers and Theme Leads to review links to respective NGDA metadata records for accuracy:  <a href="https://www.fgdc.gov/ngda-reports/NGDA_Datasets.html">https://www.fgdc.gov/ngda-reports/NGDA_Datasets.html</a>	<b>Action:</b> Dataset Managers and Theme Leads review linked metadata records for Titles, keywords, web services, data download and metadata formatting. Report any questions or corrections to <a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a> .
<b>Proposed NGDA Changes</b>	Governmental Units and Imagery Theme Leads, NGDA Team	Proposed changes to NGDA  <b>Note:</b> <i>NGDA changes presented during the meeting incorrectly identified as being associated with Cadastre Theme, that are Governmental Units NGDA, will be updated in the final slides circulated with these notes. Please refer to the attached slides for details on changes.</i>	<b>Actions:</b> <ul style="list-style-type: none"> <li>Theme Leads please confirm the recommended NGDA changes with the Lead Agencies. (<b>see attached Slides 17-22 for details</b>). Respond back to Lorna Schmid once the changes are approved (<a href="mailto:ngdateam@fgdc.gov">ngdateam@fgdc.gov</a>).</li> <li>NGDA Team correct NGDA changes associated with Cadastre Theme that are related to Governmental Units. Reach out to Imagery Theme to request that approval be sought.</li> </ul>
<b>COGO Contact and Status Updates</b>	Theme Leads FGDC OS	COGO Report Card evaluations are in progress or complete for the NGDA Themes. Once a draft report is available from COGO, FGDC and Theme Leads may be able to review and provide feedback prior to publication.	<b>Status:</b> <ul style="list-style-type: none"> <li>COGO Report Card draft evaluations are complete for most Themes. Elevation and Biodiversity Themes are still in progress.</li> <li>Please notify John Mahoney (<a href="mailto:jmahoney@usgs.gov">jmahoney@usgs.gov</a>) and Lorna Schmid (<a href="mailto:lorna@usgs.gov">lorna@usgs.gov</a>) with updates on any contact with COGO Teams.</li> </ul>

## **Opening Remarks and Action Item Review (Lorna Schmid)**

**Reminder:** The FGDC OS and NGDA Team will be briefing the new FGDC Chair, Tim Petty, on status of the NGDA Portfolio soon. Completion of the Lifecycle Maturity Assessment (LMA) and Portfolio reporting, including the Theme Implementation Plans (TIP) and Theme Summary Reports (TSR), will be included in the briefing.

### **2017 Theme Report Status**

Thank you for completing additional TIP and TSR updates. It is important for all Themes to provide final report content or final approval for completed reports if that has not been done. There are still some outstanding TIP and TSR that require content or approval.

The NGDA Team is working to get completed reports onto the migrated Theme Community Sites. Please go into your Theme Community pages and check that the Theme descriptions and uploaded reports are correct. Send any comments/changes to NGDA team email.

### **NGDA Theme Communities – Next Steps**

The next steps on the migrated NGDA Theme Communities is to elevate functionality for those sites. We are working on a Use Case document as requested by the FGDC Coordination Group (CG). We received good feedback at the Esri FedUC meeting. We are now looking for volunteers to work on best practices for Word Press to ensure that users have same look/feel across all Communities, but also ensure that there is any unique functionality as needed by a Theme to enhance collaboration.

### **COGO Report Card (John Mahoney)**

Building on Lorna's introduction, the new FGDC Chair, Tim Petty, is taking an active role. He is very familiar with geospatial technology and is very engaged. One of the items he has asked for is a more detailed briefing on the NGDA Portfolio.

The Office of Management and Budget (OMB) put out a call for comments on the Geospatial Data Act which will codify current responsibilities of FGDC and NGAC, including requirements for the GeoPlatform and the NGDA, and will add some reporting requirements. We will keep you informed on that.

For the COGO update, COGO is continuing work on the report card. We had a meeting last month and got a status report from Cy Smith. The draft Theme evaluations are completed, except Elevation and Geodetic Control Themes which are still in progress. We also briefed the

COGO Elevation team on progress of the Theme. We are expecting a draft report in June, and we will hopefully get a chance to review and provide comments before it is published.

### **President's Management Agenda – Lorna Schmid**

If you didn't hear about the President's Management Agenda in the last meeting, and the mention of FGDC in the report, you can look at that here: [President's Management Agenda](#). FGDC was recognized for "notable successes implementing portfolio management processes for Federal geospatial data assets and investments helped agencies to more efficiently support their mission and priorities." This is great recognition for all the work you're doing to manage NGDA and all the reporting.

### **2018 NGDA Web Services and Metadata Project**

The NGDA Team reached out to the NGDA community and updated FGDC metadata list and links to the metadata records which are located here: [FGDC NGDA Dataset List](#) ([https://www.fgdc.gov/ngda-reports/NGDA\\_Datasets.html](https://www.fgdc.gov/ngda-reports/NGDA_Datasets.html)).

Please review the NGDA Dataset list and if you have any comments or find any errors let us know. If you find issues with metadata records, correct the metadata record and re-submit them through data.gov. Reach out if you need any assistance.

### **FGDC WAF**

FGDC established a temporary web-accessible folder (WAF) for any agencies that didn't have a working workflow for submitting records to data.gov. We are working with dataset managers (DSM) to migrate away from the WAF and begin synching their metadata using their agencies publication method. We are also working with data.gov to have those WAF managed references removed and once that process is complete, the WAF will be shut down.

### **NGDA metadata record findings**

We are also trying to make sure there are no duplicate metadata records. Some duplicates inadvertently got set up due to a technical glitch and we're working to get those fixed. For example, Biodiversity and Ecosystems Theme had some duplicates. Synching issues occurred between data.doi.gov and data.gov caused the issue, and it was not due to anything that the NGDA managers or agencies did. Another example is ~8000 NASA datasets that got marked as NGDA and we're working with them to get any that are not NGDA updated. We are also working with DSM to remove NGDA tags from any datasets that were incorrectly tagged as NGDA or tag any of the 177 NGDA (and associated collections) that need correction.

Lynda – We think all ours in Census Bureau have been resolved. Is that correct?

Lorna – Yes, they have. These slides are just highlighting the work that was done during this project. We have already been following up with DSM to get them updated.

#### Proposed Changes to NGDA

We have proposed changes to Governmental Units and Imagery Themes NGDA (*Note: NGDA changes presented during the meeting incorrectly identified as being associated with Cadastre Theme, that are related to Governmental Units NGDA, will be updated in the final slides circulated along with these notes*).

For those Themes, please confirm the changes are correctly reflected and confirm they are recommended by the lead agencies. The NGDA Team will follow up with the Imagery Theme to confirm changes since they were not in attendance.

#### **NGDA Portfolio Reporting Timeline**

Providing completed Theme Summary Reports to the CG in May. Two TSR still need to be approved. The CG will then move to review and approve them. Also, as noted above, once the Lead Agencies approve the proposed NGDA changes, we will also start the process for CG approval. The LMA and PortfolioSR (PSR) are not yet ready for review. The PSR will be higher level this time, highlighting the work done through the LMA process.

#### **NGDA Inventory & POC Updates**

The following NGDA Theme points of contact (POC) have been changed or a change request is in progress:

- Real Property – Aluanda Drain is the new Theme Lead, replacing Michael O’Brien.
- Land Use – Land Cover - Jonathan Smith has departed from the role as Co-lead. A new Co-lead to serve with Greg Reams is to be determined.
- Soils Theme - Dave Hoover has departed from the role of Co-lead. Drew Kinney will serve as the primary Theme Lead.

Any Themes with other NGDA Inventory or POC updates or requests may reach out to Lorna Schmid and the NGDA Team for next steps ([ngdateam@fgdc.gov](mailto:ngdateam@fgdc.gov)).

#### **Open Discussion**

The next Theme Lead meeting will be held Tuesday, June 5<sup>th</sup> from 11am - 1pm ET.

We want to reiterate that we are looking for volunteers to help evaluate options, tools and functionality on GeoPlatform.gov Theme Communities that would be beneficial for the Themes, Subcommittees, communication between stakeholders, etc. We would really would like your input on how the online Communities serve the collaboration environment. Please email the

NGDA Team if you are interested in participating in the review or if you have a requirements Use Case to share.

Dierdre – Will you be sending out notes from the FedUC meeting? That will help guide some discussions.

Lorna – Yes, we also have initial draft of Use Case document also that we can send for input.

Lynda – Is any date set for the briefing to Tim Petty?

Lorna – No, not yet.

Lynda – I also think we [Census] may have someone who can look at Community page tools.